



EMPLOYMENT INFORMATION & VERIFICATION

Authorization: I hereby authorize the release of all personal, background investigation, character check, criminal/police records, work history and/or financial information you have concerning me, including information of a confidential or privilege nature.

I hereby release any and all current or former employers, their organization and representatives and the City of Mesquite of any and all liability or damage which may result from furnishing the information requested.

Signature of Applicant

Other Names Used

Name of Applicant (Please Print)

Social Security Number

Dates of employment: _____
From To Position Held Rate of Pay

Listed below are personal characteristics related to employment **with the City of Mesquite**. Please rate the applicant on these characteristics.

	Exceptional	Above Average	Satisfactory	Less than Satisfactory		Exceptional	Above Average	Satisfactory	Less Than Satisfactory
Attendance					Initiative				
Attitude					Judgment				
Communication Skills					Leadership				
Customer Service					Productivity				
Dependability					Supervisory Skills				
Flexibility					Working With Others				

Has disciplinary action ever been taken against the individual? _____ Yes _____ No

Please explain: _____

Is this individual eligible for rehire with your organization? _____ Yes _____ No

Your further comments on any personal or professional strengths and weaknesses are appreciated:

Signature

Title

Date

Telephone #